



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 20
Series of 2025

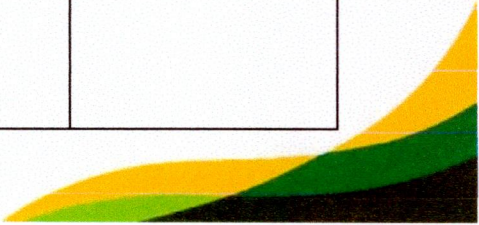
SUBJECT: AUTHORITY TO CONDUCT AND ATTEND THE FY 2025 ACTIVITIES OF THE DEPARTMENT OF AGRICULTURE - REGISTRY SYSTEM FOR BASIC SECTORS IN AGRICULTURE (DA - RSBSA)

In the interest of service and for the effective and efficient implementation of its activities, the Program Management Office (PMO) of the Department of Agriculture - Registry System for Basic Sectors in Agriculture (DA-RSBSA) is hereby authorized to conduct and attend the following activities, with specified dates and venues, charged to corresponding source of fund, to wit:

Activity	Objectives	Date	Venue and Source of Fund
RSBSA FY 2026 Budget Preparation Workshop	a. To present the respective Work and Financial Plans (WFPs), through the RSBSA-Regional Program Management Offices(RPMOs), and prioritize the nationwide implementation of georeferencing and the continuous updating of the dynamic farming information of the registered farmers; and b. To review and evaluate the WFPs through the guidance of the Budget Division- Central on the appropriate budgetary allocation, targeting of outputs, and recommendations on the fund utilization of the RSBSA program for FY 2026.	January 20-24, 2025	Region VII

<p>RSBSA FY 2025 1st Quarter Assessment Workshop</p>	<p>a. To present the status and updates under each component of the Updating of the RSBSA; b. To assess the financial and physical target vis-à-vis accomplishments of the RSBSA-RPMOs for FY 2025 Q1 and formulate catch-up plans if needed; and c. To discuss the RSBSA Facial Recognition Implementation Guidelines</p>	<p>April 21-25, 2025</p>	<p>Region VIII</p>
<p>RSBSA FY 2025 Midyear Assessment Workshop</p>	<p>a. To present the status and updates under each component of the Updating of the RSBSA; b. To assess the financial and physical target vis-à-vis accomplishments of the RSBSA-RPMOs for 1st Semester of FY 2025; c. To assess the 1st Semester implementation of RSBSA for FY 2025 and formulate catch-up plans if needed; and d. To discuss emerging RSBSA concerns and specific activities of the RSBSA for the upcoming 2nd Semester.</p>	<p>July 21-25, 2025</p>	<p>Region X</p>
<p>RSBSA FY 2026 Budget Execution Documents (BEDs) Preparation and FY 2025 3rd Quarter Assessment Workshop</p>	<p>a. To finalize the BEDs 1-3 in accordance with the approved National Expenditure Program (NEP) of the Updating of the RSBSA for FY 2026 and the comments / recommendations discussed;</p>	<p>September 22-26, 2025</p>	<p>Region CALABARZON</p>

	<ul style="list-style-type: none"> b. To present the status and updates under each component of the Updating of the RSBSA; c. To assess the financial and physical target vis-à-vis accomplishments of the RSBSA-RPMOs for FY 2025 Q3 and formulate catch-up plans if needed; d. To discuss emerging RSBSA concerns and specific activities of the RSBSA for the upcoming 4th Quarter of FY 2025. 		
<p>RSBSA FY 2025 Year-End Assessment and FY 2026 Planning Workshop</p>	<ul style="list-style-type: none"> a. To present the CY 2025 year-end status and updates under each component of the Updating of the RSBSA b. To assess, evaluate, and recognize the financial and physical accomplishments of RSBSA-RPMOs for year-end CY 2025 (as of end of November 2025) and formulate CY 2026 Continuing catch-up plans; c. To discuss CY 2025 milestones, good practices, and implementation bottlenecks and solicit CY 2026 expectations of RSBSA data users and partner agencies; and d. To present the general plans, activities, timelines and priorities of DA RSBSA for CY 2026. 	<p>December 9-12, 2025</p>	<p>Region CAR</p>



Participants from the following offices are hereby authorized to attend:

Participants / Offices	No. of Participants
RSBSA FY 2026 Budget Preparation Workshop	100
1. Field Operations Service (FOS) Office of the Director (2) Field Programs Operational Planning Division (FPOPD) (5) Special Programs Coordination and Management Assistance Division (SPCMAD) (2) RSBSA National Program Management Office (NPMO) (8)	17
2. Information and Communications Technology Service (ICTS) Office of the Director (2) ICT Planning and Standards Division (ICTPSD) (3) Systems and Applications Development Division (SysADD) (6) Database Management Division (DMD) (3) Networks Operations and Management Division (NOMD) (3)	17
3. Planning and Monitoring Service (PMS) Programming and Planning Division (PPD) (2) Monitoring and Evaluation Division (MED) (2)	4
4. Budget Division (2)	2
5. Office of the Secretary OSEC Representatives (3)	3
6. All DA Regional Field Offices RSBSA Regional Program Management Office (3 per RFO) RSBSA Focal Person RSBSA Technical Staff for Profiling RSBSA Technical Staff for Georeferencing	48
7. DA Regional Field Office VII Office of the Regional Executive Director (2) Secretariat and Support Staff (7)	9
RSBSA FY 2025 1st Quarter Assessment Workshop	100
1. Field Operations Service (FOS)	13

<p>Office of the Director (2) Field Programs Operational Planning Division (FPOPD) (2) Special Programs Coordination and Management Assistance Division (SPCMAD) (1) RSBSA National Program Management Office (NPMO) (8)</p>	
<p>2. Information and Communications Technology Service (ICTS) Office of the Director (1) ICT Planning and Standards Division (ICTPSD) (1) Systems and Applications Development Division (SysADD) (5) Database Management Division (DMD) (3) Networks Operations and Management Division (NOMD) (1)</p>	<p>11</p>
<p>3. Service Unit, National Banner Programs & Concerned Bureaus and Agencies Agribusiness and Marketing Assistance Service (AMAS) (1) Rice Competitiveness Enhancement Fund (RCEF) PMO (1) National Rice Program (NRP) (1) National Corn Program (NCP) (1) National High Value Crops Development Program (NHVCDP) (1) National Urban and Peri-Urban Agriculture Program (NUPAP) (1) National Livestock Program (NLP) (1) National Organic Agriculture Program (NOAP) (1) Bureau of Fisheries and Aquatic Resources (BFAR) (2) Bureau of Agricultural and Fisheries Engineering (BAFE) (1) Bureau of Animal Industry (BAI) (1) Bureau of Soils and Water Management (BSWM) (1) Philippine Rice Research Institute (PhilRice) (2) National Food Authority (NFA) (1) Philippine Coconut Authority (PCA) (2) Philippine Fiber Industry Development Authority (PhilFIDA) (1) Sugar Regulatory Administration (SRA) (1) Agricultural Credit Policy Council (ACPC) (1)</p>	<p>22</p>

Philippine Crop Insurance Corporation (PCIC) (1)	1
4. Office of the Secretary OSEC Representative (1)	48
5. All DA Regional Field Offices RSBSA Regional Program Management Office (3 per RFO) RSBSA Focal Person RSBSA Technical Staff for Profiling RSBSA Technical Staff for Georeferencing	4
6. DA Regional Field Office VIII Office of the Regional Executive Director (1) Secretariat and Support Staff (3)	1
7. Other National Government Agency National Irrigation Administration (NIA) (1)	
RSBSA FY 2025 Midyear Assessment Workshop	100
1. Field Operations Service (FOS) Office of the Director (2) Field Programs Operational Planning Division (FPOPD) (2) Special Programs Coordination and Management Assistance Division (SPCMAD) (1) RSBSA National Program Management Office (NPMO) (8)	13
2. Information and Communications Technology Service (ICTS) Office of the Director (1) ICT Planning and Standards Division (ICTPSD) (1) Systems and Applications Development Division (SysADD) (5) Database Management Division (DMD) (3) Networks Operations and Management Division (NOMD) (1)	11
3. Service Unit, National Banner Programs & Concerned Bureaus and Agencies Agribusiness and Marketing Assistance Service (AMAS) (1) Rice Competitiveness Enhancement Fund (RCEF) PMO (1) National Rice Program (NRP) (1) National Corn Program (NCP) (1)	22

<p>National High Value Crops Development Program (NHVCDP) (1)</p> <p>National Urban and Peri-Urban Agriculture Program (NUPAP) (1)</p> <p>National Livestock Program (NLP) (1)</p> <p>National Organic Agriculture Program (NOAP) (1)</p> <p>Bureau of Fisheries and Aquatic Resources (BFAR) (2)</p> <p>Bureau of Agricultural and Fisheries Engineering (BAFE) (1)</p> <p>Bureau of Animal Industry (BAI) (1)</p> <p>Bureau of Soils and Water Management (BSWM) (1)</p> <p>Philippine Rice Research Institute (PhilRice) (2)</p> <p>National Food Authority (NFA) (1)</p> <p>Philippine Coconut Authority (PCA) (2)</p> <p>Philippine Fiber Industry Development Authority (PhilFIDA) (1)</p> <p>Sugar Regulatory Administration (SRA) (1)</p> <p>Agricultural Credit Policy Council (ACPC) (1)</p> <p>Philippine Crop Insurance Corporation (PCIC) (1)</p>	
<p>4. Office of the Secretary</p> <p> OSEC Representative (1)</p>	1
<p>5. All DA Regional Field Offices</p> <p> RSBSA Regional Program Management Office (3 per RFO)</p> <p> RSBSA Focal Person</p> <p> RSBSA Technical Staff for Profiling</p> <p> RSBSA Technical Staff for Georeferencing</p>	48
<p>6. DA Regional Field Office X</p> <p> Office of the Regional Executive Director (1)</p> <p> Secretariat and Support Staff (3)</p>	4
<p>7. Other National Government Agency</p> <p> National Irrigation Administration (NIA) (1)</p>	1
<p>RSBSA FY 2026 Budget Execution Documents (BEDs) Preparation and FY 2025 3rd Quarter Assessment Workshop</p>	100
<p>1. Field Operations Service (FOS)</p> <p> Office of the Director (2)</p> <p> Field Programs Operational Planning Division (FPOPD) (5)</p> <p> Special Programs Coordination and Management</p>	17

<p>Assistance Division (SPCMAD) (2) RSBSA National Program Management Office (NPMO) (8)</p>	
<p>2. Information and Communications Technology Service (ICTS)</p> <p>Office of the Director (2) ICT Planning and Standards Division (ICTPSD) (3) Systems and Applications Development Division (SysADD) (6) Database Management Division (DMD) (3) Networks Operations and Management Division (NOMD) (3)</p>	17
<p>3. Planning and Monitoring Service (PMS)</p> <p>Programming and Planning Division (PPD) (2) Monitoring and Evaluation Division (MED) (2)</p>	4
<p>4. Budget Division (2)</p>	2
<p>5. Office of the Secretary</p> <p>OSEC Representatives (3)</p>	3
<p>6. All DA Regional Field Offices</p> <p>RSBSA Regional Program Management Office (3 per RFO) RSBSA Focal Person RSBSA Technical Staff for Profiling RSBSA Technical Staff for Georeferencing</p>	48
<p>7. DA Regional Field Office CALABARZON</p> <p>Office of the Regional Executive Director (2) Secretariat and Support Staff (7)</p>	9
<p>RSBSA FY 2025 Year-End and FY 2026 Planning Workshop</p>	100
<p>1. Field Operations Service (FOS)</p> <p>Office of the Director (2) Field Programs Operational Planning Division (FPOPD) (2) Special Programs Coordination and Management Assistance Division (SPCMAD) (1) RSBSA National Program Management Office (NPMO) (8)</p>	13
<p>2. Information and Communications Technology Service (ICTS)</p>	11

<p>Office of the Director (1) ICT Planning and Standards Division (ICTPSD) (1) Systems and Applications Development Division (SysADD) (5) Database Management Division (DMD) (3) Networks Operations and Management Division (NOMD) (1)</p>	
<p>3. Service Unit, National Banner Programs & Concerned Bureaus and Agencies</p> <ul style="list-style-type: none"> Agribusiness and Marketing Assistance Service (AMAS) (1) Rice Competitiveness Enhancement Fund (RCEF) PMO (1) National Rice Program (NRP) (1) National Corn Program (NCP) (1) National High Value Crops Development Program (NHVCDP) (1) National Urban and Peri-Urban Agriculture Program (NUPAP) (1) National Livestock Program (NLP) (1) National Organic Agriculture Program (NOAP) (1) Bureau of Fisheries and Aquatic Resources (BFAR) (2) Bureau of Agricultural and Fisheries Engineering (BAFE) (1) Bureau of Animal Industry (BAI) (1) Bureau of Soils and Water Management (BSWM) (1) Philippine Rice Research Institute (PhilRice) (2) National Food Authority (NFA) (1) Philippine Coconut Authority (PCA) (2) Philippine Fiber Industry Development Authority (PhilFIDA) (1) Sugar Regulatory Administration (SRA) (1) Agricultural Credit Policy Council (ACPC) (1) Philippine Crop Insurance Corporation (PCIC) (1) 	22
<p>4. Office of the Secretary</p> <ul style="list-style-type: none"> OSEC Representative (1) 	1
<p>5. All DA Regional Field Offices</p> <ul style="list-style-type: none"> RSBSA Regional Program Management Office (3 per RFO) RSBSA Focal Person RSBSA Technical Staff for Profiling RSBSA Technical Staff for Georeferencing 	48

6. DA Regional Field Office CAR Office of the Regional Executive Director (1) Secretariat and Support Staff (3)	4
7. Other National Government Agency National Irrigation Administration (NIA) (1)	1

Expenses to be incurred in the conduct of the activities such as payment for venue/training facilities, food, accommodations, vehicle rental, supplies, and materials shall be chargeable against the RSBSA funds of the DA-RFO host regions as indicated above, while the traveling expenses and per diem of the participants shall be chargeable against the funds of their respective offices, subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall be considered revoked upon the completion of the activity. All orders, memoranda, and other issuances inconsistent herewith are deemed revoked.

Done this 9th day of January 2025.

For and By the Authority of the Secretary:


ALLAN Q. UMALI
 Undersecretary for Administration
 (as per Special Order No. 618, Series of 2024)



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